

Convergent Technologies Design Group is a nationally recognized professional services design firm, specializing in Audiovisual Systems, Telecommunications Cabling Systems, Security Systems, and Acoustics, Noise & Vibration Control. We are seeking a full time **business development associate** to join our growing team of professionals as follows:

Preferred skills:

- Business development minded and motivated
- Excellent writing & communication skills
- Professional phone presence & attention to detail
- Past marketing experience to architectural and engineering firms.
- Experience with Office, Excel, Word, Outlook, Powerpoint

Forward resume and letter of interest to:

Bill Holaday

bholaday@ctdginc.com

Responsibilities include:

- Manage nation wide business development initiatives
- Database development and contact research
- Marketing material production & design
- Preparation of SF254/230 forms and scopes of work
- Introductions to nation wide architectural firms

Benefits:

- Pay commensurate with experience
- Health/Life/Dental/Disability/Vision/Profit Sharing/Vacation/Sick



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